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May 25, 2016

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO ENTER INTO A NEW SOLE SOURCE CONTRACT WITH CRAWFORD MINISTRIES, INC.**

This is to notify you that the Department of Public Health (DPH) intends to begin sole source contract negotiations with Crawford Ministries, Inc. (CMI) for the provision of African-American Faith-based HIV/AIDS Prevention Services.

This notice is being sent in accordance with revised Board Policy 5.100, which states that County departments that intend to negotiate a sole source services contract for Board approval must provide advance written notice to your Board at least four (4) weeks prior to commencing contract negotiations for a new contract.

Background

Faith-based HIV/AIDS Prevention Services are a modality of the HIV/AIDS Health Education/Risk Reduction service portfolio intended to help reduce the number of new HIV infections in Los Angeles County. Faith-based HIV/AIDS Prevention Services play an important role in raising, confronting, deliberating, and changing community norms and attitudes for a range of HIV-related issues through the active engagement and participation of faith leaders and institutions serving the African-American community. Faith-based HIV/AIDS Prevention Services are also designed to offer support, guidance, and appropriate referrals to individuals in need of HIV education, testing, prevention, or treatment services.

Historically, DPH has supported both an African-American Faith-based HIV/AIDS Prevention program and a Latino Faith-based HIV/AIDS Prevention program. In 2009, as a result of a contract non-compliance issue, African-American Faith-based HIV/AIDS Prevention Services were not continued. Despite two competitive Requests for Proposal (RFP) processes launched in 2009 and 2010, DPH was unable to successfully negotiate an African-American Faith-based HIV/AIDS Prevention Services contract. While DPH currently funds one local provider to deliver Latino Faith-based HIV/AIDS

Prevention Services, a gap continues to exist in the delivery of Faith-based HIV/AIDS Prevention Services targeting African-Americans. HIV/AIDS continues to disproportionately affect the African-American community, as the rate of HIV among African-American men is 3.2 times higher than White men and the rate of HIV among African-American women is 9.0 times higher than White women. In addition, despite making up nearly 9% of the Los Angeles County population, African-Americans accounted for 24% of the new HIV diagnoses in 2013.

Justification to Enter into Sole Source Contract

Crawford Ministries, Inc. (CMI) is an affiliate under the Kingdom Community Development Corporation (KCDC), which is a California Non-Profit Community and Economic Development Corporation that was established in 2004. KCDC offers an array of health promotion programs in several geographic areas (Service Planning Areas 5, 6, and 8) and to a range of target populations (African-Americans, Latinos, and youth) throughout Los Angeles County. CMI offers services that include, but are not limited to: supportive services, counseling and pastoral care, grief and loss services for families, preventive health care, drug and alcohol interventions, interpersonal skills building and social development, educational services, leadership skills development, self-improvement workshops, youth mentoring and psychosocial development programs, and referral services.

Under a forthcoming Board letter, DPH will seek approval to enter into a sole source contract with CMI for Faith-based HIV/AIDS Prevention Services targeted to African-Americans in Los Angeles County. CMI is an organization with a more than 20-year track record of service to the African-American community. DPH recently learned that CMI was interested in greatly expanding its capacity to provide HIV/AIDS faith-based services to address the current gap in service. CMI has substantial experience addressing and confronting health and social issues that impact the African-American community and has established itself among faith-based institutions as an agent of change and a source of credible and trusted technical assistance. Therefore, DPH is recommending a contract with CMI on a temporary, short-term basis to address the critical and immediate need for Faith-based HIV/AIDS Prevention Services targeting African-American communities until such time as it can conclude a competitive solicitation process for these services.

Impact to DPH if Sole Source Is Not Approved

If a sole source contract with CMI is not approved, Los Angeles County will continue to experience a gap in the delivery of African-American Faith-based HIV/AIDS Prevention Services.

Alternative Plan

Although DPH plans to release a solicitation for Faith-based HIV/AIDS Prevention Services as part of a broader solicitation of several elements of the Health

Education/Risk Reduction portfolio in the near future, there is not an alternative plan that would address the immediate gap related to African-American Faith-based HIV/AIDS Prevention Services.

Timeline

DPH intends to commence negotiations for a new sole source contract with CMI. The Board letter requesting approval to enter into a sole source contract is projected for the Board meeting on June 8, 2016 and is for services effective July 1, 2016 through June 30, 2017, with an option to automatically extend for an additional nine months on a month-to-month basis through March 31, 2018, if needed. This is to allow sufficient time for the development and successful completion of a new RFP for HE/RR services, including faith-based services.

If you have any questions or would like additional information, please let me know.

CAH:mjp
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c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors